

MINUTES OF BOARD OF DIRECTORS MEETING

October 31, 2013

12:00A.M.

1. MEETING CALLED TO ORDER

The meeting was called to order by (b) (6), (b) (7)(C)

2. ROLL CALL

PRESENT: (b) (6), (b) (7)(C)

(b) (6),

and

ALSO PRESENT: (b) (6), (b) (7)(C)

ABSENT: None

3. ADOPTION OF THE AGENDA

The Board was presented with a proposed agenda for this meeting. On motion by (b) (6), (b) (7) seconded by (b) (6), the Agenda was adopted. On roll call vote: YES - (b) (6), (b) (7)(C) and (b) (6), NO - None. ABSENT: None

4. APPROVAL AND SIGNING OF THE MINUTES

The proposed minutes of the September 25, 2013 on motion by (b) (6), seconded by (b) (6), the minutes of the meetings were approved. On roll call vote: YES - (b) (6), (b) (6), (b) (7)(C) and (b) (6), NO - None. ABSENT: None

5. APPROVAL OF FINANCIAL REPORT, RATIFICATION OF EXPENSES PAID PRIOR TO THE REGULAR MEETING AND/OR SPECIAL EXPENSE PAID PRIOR TO THE REGULAR MEETING PURSUANT TO BOARD POLL AND APPROVAL OF PENDING BILLS

(b) (6), (b) (7) presented a financial statement consisting of fund balances, bills and salaries paid to date, and bills proposed for payment. On a Motion by (b) (6), and second by (b) (6), the financial report, bills paid to date, salaries paid to date, and bills proposed for payment. On roll call vote: YES - (b) (6), (b) (7)(C) and (b) (6), NO - None. ABSENT: None

We have been renting office space from (b) (6), (b) (7)(C). He was been paying all utility bills up to this point. He has retired and is asking that we pay the gas bill for the office. On a motion by (b) (6), (b) (7)(C) second by (b) (6), we will start paying the gas bill for the office to Atmos. On roll call vote: YES - (b) (6), (b) (7)(C) and (b) (6), NO - None. ABSENT: None ABSTAIN: (b) (6), (b) (7)(C)

6. CUT OFF POLICY

At our last annual meeting it was voted that we would change our cut off policy to 10 days past the due date. We had to get approval from RDA prior to implementing this new policy. We have finally obtained approval from RDA. On a motion by (b) (6), (b) (7)(C) and

second by (b) (6), we will implement the new cut off policy starting January 1, 2014. On roll call vote: YES - (b) (6), (b) (7)(C) and (b) (6), NO - None. ABSENT: None

## 7. AUTO FLUSH

We currently have two automatic flusher running. These have stopped most of our brown water complaints. On a motion by (b) (6), (b) (7) and second by (b) (6) we will buy another auto flush and install it on Buckley Jones Road. On roll call vote: YES - (b) (6), (b) (6), (b) (7)(C) and (b) (6), NO - None. ABSENT: None

## 8. EMPLOYEE

Our auditor has advised that it would be in our best interest to pay time and half for overtime for hourly employees. Currently, we are paying regular time for all hours up to and including over 40 hrs per week. On a motion by (b) (6), and second by (b) (6) we will pay time and a half for any hours over 40 per week. On roll call vote: YES - (b) (6), (b) (6), (b) (7)(C) and (b) (6), NO - None. ABSENT: None

We are behind in installing farm meters and fixing leaks. We need someone part time to help (b) (6) while (b) (6) reads meters. On a Motion by (b) (6), (b) (7)(C) and second by (b) (6), we will advertise and hire a part time maintenance person at the rate of \$10 per hour. On roll call vote: YES - (b) (6), (b) (7)(C) and (b) (6), NO - None. ABSENT: None

## 9. TOOLS

We need a tapping tool to tap the lines to install meters. This tool will cost approximately \$800. We also need a pressure washer to wash the track hoe. The best deal we have found for the PSI we need is at John Deere for \$950. On a motion by (b) (6), (b) (7) and second by (b) (6), we will purchase the above items. On roll call vote: YES - (b) (6), (b) (6), (b) (7)(C) and (b) (6), NO - None. ABSENT: None

## ADJOURNMENT

On motion by (b) (6), and second by (b) (6), (b) (7) the meeting was adjourned by unanimous approval of the board.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED.

Board Approval:

(b) (6), (b) (7)(C)

ATTEST:

(b) (6), (b) (7)(C)

Secretary